

Kitsap Sewer District #7

July 13, 2017 Regular Meeting Minutes

Location: 9705 NE Evergreen Ave., Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:00 pm by Commissioner Sarah Lee. Also present were: Commissioner Roger Tielman; District Manager Roan Blacker; Friends of Fort Ward Board Chair Douglas Christ; and, Joey Blacker.

Agenda Modifications: Friends of Fort Ward update was proposed to be moved from Old business to Public comment. Commissioner Lee moved to approve agenda modification, and Commissioner Tielman seconded the motion. Motion passed unanimously (2 – 0).

Public Comment: Douglas Crist gave an update on Friends of Fort Ward and the funding for the historic bakery building. He stated that (i) the funding for the Heritage grant should be known by the end of the month, (ii) the city building permit for the renovation should be secured within the next several weeks, (iii) each adjacent property will be receiving a letter from the city for the notice of right away for the street immediately to the west of the building, (iii) the original oak doors and custom windows for the building had been found, and can be used for the renovation, and (iv) a gala fundraiser event will be held for renovation at IslandWood on July 30, 2017.

Approval of Minutes:

- May 11, 2017 regular board meeting - Commissioner Tielman moved to approve the minutes of the meeting, and Commissioner Lee seconded the motion. Motion passed unanimously (2 – 0).
- June 8, 2017 regular board meeting - Commissioner Tielman moved to approve the minutes of the meeting, and Commissioner Lee seconded the motion. Motion passed unanimously (2 – 0).

Approval of Vouchers: Commissioner Tielman moved to approve vouchers 17-07-01 through 17-07-10. Commissioner Lee seconded the motion. Motion passed unanimously (2 – 0).

Financial Report: Roan Blacker provided the following handouts that were reviewed by the board: a summary of monthly cash and investment balances, customer account report, monthly financial comparison report, and a year-to-date versus budget analysis.

Manager's Report:

- Commissioner topic allocation – Roan Blacker discussed how the district could benefit from having the commissioners select specific district business topics with which to be associated. This could serve two purposes: (i) help each commissioner focus on topics in which they are interested, and (ii) provide potential back-up support to staff in their interactions with the city, county, and other 3rd parties. The present commissioners were interested in this approach and Roan Blacker will propose different district topics and a potential commissioner allocation.
- Historic bakery building renovation closing – Mr. Crist's update during the public comment period addressed that the building may soon be closed for its renovation. Sarah Lee explained that the Metro Parks District would be keeping the building secure during the construction process. Roan Blacker explained that the county will require a resolution to be passed for any transfer of district money to a fund dedicated for renovation expenditures. This topic will be further addressed at upcoming meetings.

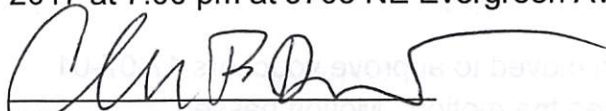
Old Business:

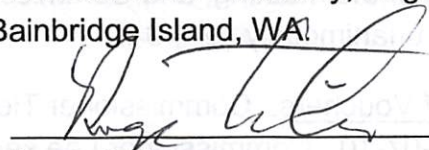
- COBI audit update – Roan Blacker discussed how this activity was improving our communication with the city. The city has now agreed to incorporate the district's inspection of sewer connections into the city's process of releasing their certificate of occupancy. Also, a new district and city interlocal agreement is expected to be drafted in August and September.

New Business:

- No new resolutions were proposed.

Meeting adjourned at 8:29 pm. Next meeting is scheduled for Thursday, August 10, 2017 at 7:00 pm at 9705 NE Evergreen Ave., Bainbridge Island, WA!


Commissioner


Commissioner

Commissioner

Date: 8/10/2017